



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY



October 14, 2024

**REGIONAL MEMORANDUM**

No. **388** s. 2024

**RECONSTITUTION OF REGIONAL PROVIDENT FUND BOARD  
OF TRUSTEES (RPFBOT)**

To: Assistant Regional Director  
Schools Division Superintendents  
Regional Office Chiefs  
Regional Chief Accountant  
All Others Concerned  
This Region

1. Pursuant to the Enclosure to DepEd Order No. 12, s. 2004, the membership of Regional Provident Fund Board of Trustees (RPFBOT) is hereby re-constituted as follows:

**Chairperson:**

**BENJAMIN D. PARAGAS PhD, CESO III**  
Director IV/Regional Director

**Vice-Chairperson:**

**FLORANTE E. VERGARA**  
Director III/Assistant Regional Director

**Members:**

**ROGIE A. SION, CPA**  
Chief Administrative Officer  
Finance Division

**ATTY. JOSEMARIO M. MACARILAY**  
Chief Administrative Officer  
Administrative Services Division  
Head Secretariat

<b>MEMORANDUM</b>		Date: 10-14-24	Released/Records:
To:	<input checked="" type="checkbox"/> PSDS/DICs	<input checked="" type="checkbox"/> Elem/Sec School Heads	
	<input type="checkbox"/> Private Schools	<input checked="" type="checkbox"/> Others:	
For:	<input type="checkbox"/> Information	<input checked="" type="checkbox"/> Dissemination	
	<input type="checkbox"/> Guidance	<input type="checkbox"/> Strict Compliance	
<b>ORLANDO E. MANUEL PhD., CESO V</b> Office of the Schools Division Superintendent			
By:	<input type="checkbox"/> ASOS	<input type="checkbox"/> CID Chief	<input type="checkbox"/> SGOD Chief
	<input type="checkbox"/> AO	<input type="checkbox"/> Atty	Signature:



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500  
Telephone Nos.: (078) 304-3855; (078) 396-9728  
Email Address: [region2@depd.gov.ph](mailto:region2@depd.gov.ph)  
Website: [region2.depd.gov.ph](http://region2.depd.gov.ph)





Republic of the Philippines  
**Department of Education**  
REGION II - CAGAYAN VALLEY

**ROMMEL COSTALES, PhD**

OIC- Chief Education Supervisor  
Representative, Division Chiefs Group

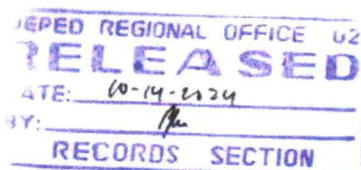
**XYZA CARAG ZINGAPAN**

Administrative Officer V  
Representative, Non- Teaching Group

**MARY ANN LOPEZ**

Principal IV  
NAPSHI-President  
Representative, Teaching Group

2. Except for the two (2) permanent members, specifically the Chief of the Finance Division and the Administrative Services Division of the Regional Office, the term of office of the members of the Board of Trustees, shall be for a period of one (1) year reckoning from October 15, 2024;
3. The newly reconstituted Board of Trustees shall conduct its maiden Board Meeting on October 15, 2024 at 4:00 o'clock in the afternoon onwards at the Casa Familia Hotel, Aurora, Isabela. The oath taking of the newly reconstituted members of the Board shall likewise be done on October 16, 2024 at the same place during the Regional Mancom Meeting;
4. In this regard the Schools Division Superintendents of the Schools Divisions of Cagayan and Ilagan City are hereby requested to advise XYZA CARAG ZINGAPAN, Administrative Officer V, Representative, Non- Teaching Group and MARY ANN LOPEZ, Principal IV, NAPSHI-President, Representative, Teaching Group, respectively, to attend the above scheduled meeting and Regional MANCOM;
5. Chief Accountant Jhoana Pagulayan, member, Regional Provident Fund Secretariat is also advised to join the RPFBOT Meeting for the presentation and discussion of the status of the Regional Provident Fund. The agenda of the RPFBOT Meeting is attached as Annex "A", hereof;
6. For information, guidance and compliance.



**BENJAMIN D. PARAGAS PhD, CESO III**  
Director IV/Regional Director



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500  
Telephone Nos.: (078) 304-3855; (078) 396-9728  
Email Address: [region2@deped.gov.ph](mailto:region2@deped.gov.ph)  
Website: [region2.deped.gov.ph](http://region2.deped.gov.ph)





Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY

---

**Annex “A”**

**REGIONAL PROVIDENT FUND BOARD OF TRUSTEES  
(RPFBOT) MEETING**

Date: October 15, 2024  
Time: 4:00 o'clock PM onwards  
Venue: VIP Room, Casa Familia Hotel, Aurora, Isabela

***Agenda:***

1. Additional Provident Fund Allocation for Region 02.
2. Allocation and Distribution of funds per Schools Division Office.
3. Presentation of the status of Financial Statement of the Regional. Provident Funds.
4. Issues and concerns of SDO's on the grant of Provident Fund Loans and collections of amortizations.
5. Prohibitions and restrictions on grants of Loans.
6. Other Matters.



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500  
Telephone Nos.: (078) 304-3855; (078) 396-9728  
Email Address: [region2@deped.gov.ph](mailto:region2@deped.gov.ph)  
Website: [region2.deped.gov.ph](http://region2.deped.gov.ph)

